

Minutes of a meeting of Sunninghill & Ascot Parish Council
Held in the Saints Pavilion, Ascot United Football Club, Winkfield Road, Ascot SL5 7LJ
On Tuesday 27 June 2023 at 7.00pm

Members present: A Sharpe (Chairman), J Gripton, C Herring, C Richardson, D Sanders, R Tavoletti, and R Wood.

In attendance: Helen Goodwin, Clerk to the Parish Council; Mr P Carter and Mrs M Turton, as co-option applicants.

8500 APOLOGIES FOR ABSENCE

Cllrs L Davison West, B Hilton, D Hilton and C Roberts sent apologies which were accepted by the councillors present. Cllrs C Revilla, B Story and S Verma were absent.

8501 DECLARATIONS OF INTEREST

The chairman asked to receive any Declarations of Interest in accordance with the adopted Code of Conduct. None were received.

8502 MINUTES

Cllr A Sharpe added a sentence to the minutes of the meeting held on 16 May to record the fact that she had requested newly elected councillors should attend all committee meetings for the first six months. The minutes were then approved as a correct record and signed as such.

8503 CO-OPTION OF COUNCILLORS

Each candidate was invited in turn to speak about why they wished to join the council and then to answer questions put to them by the councillors.

Both candidates were asked to leave the room to enable the councillors to discuss their applications and to vote to co-opt. Both candidates were duly co-opted unanimously, by show of hands, as councillors for the Ascot Ward.

8504 FORMAL ANNOUNCEMENTS

The chairman advised the council that:

- With regard to the South Ascot recreation ground lease: Our solicitor has been advised by the Sunninghill Trust's solicitor that the Trust is giving serious consideration to the Calderbank offer. They requested a three month extension (the lease is currently due to terminate on 1st July) but, after discussion between the chairman and the clerk, an extension of six weeks was proposed on behalf of the parish council and this was accepted by the Trust. The Trust's solicitor queried the proposed inclusion of the land known as Hyn's Green, which wasn't in the original lease but has been maintained by the council for some time, commenting that the rent should be increased to reflect the extra land included. The response from the parish council was that it is not willing to pay an increased rent for this area of land and that the land should be withdrawn from the proposed lease if necessary.
- At its recent meeting the Finance & Personnel Committee discussed help that might be given to new councillors. One way is to organise a site tour and the intention is to hold this on Tuesday, 04 July beginning at 7pm at Victory Field. Secondly, new councillor courses being offered by HALC were considered and the option of in-house training is being explored.
- The F&P committee recently gave permission for the clerk's office to offer positions to two new officers (rather than one as previously agreed). Olivia Marsden will be joining on 11 July as Projects Administrator; Carol Elsasser will be joining on 29 August as Finance & Events Administrator.

8505 PUBLIC ADJOURNMENT

The meeting was not adjourned.

8506 PRESENTATION OF COMMITTEE MINUTES

- The minutes of the Planning Committee meetings held on 24 May and 14 June were presented by Cllr R Wood. He highlighted the old Methodist chapel in Sunninghill for which two planning applications have been submitted; RBWM have requested additional plans. The committee had concerns, particularly due to parking. Also highlighted was the Heatherwood Royal site where Taylor Wimpey has put in an application for flats on an area previously designed as parking spaces. The PC strongly objected.
- The minutes of the Leisure & Cultural Committee meeting held on 30 May were presented by Cllr A Sharpe who gave a summary of decisions made as set out in the minutes.
- The minutes of the Finance & Personnel Committee meeting held on 06 June were presented by Cllr A Sharpe.
- The List of Payments made in April was presented and approved and the invoices to be paid in June – all approved unanimously by show of hands.

8507 END OF YEAR EXTERNAL AUDIT RETURN 2022/23 AND INTERNAL AUDIT REPORT

- The Annual Governance Statement sections 1 and 2 were approved unanimously by show of hands.
- The Internal Audit report for the year 2022/23 was presented by the clerk.

8508 APPROVAL OF PROCEDURAL DOCUMENTS FOR THE YEAR 2023/24

- The Data Protection Policy was presented; councillors were of the opinion that it was not adequately comprehensive and required information to be included to cover any breach of data; the clerk will bring a revised policy to the next full council.
- Investment Policy – with the addition of wording setting out the frequency of the review of investments (quarterly to full council) the Investment Policy was agreed unanimously by show of hands.

8509 GRANTS

In accordance with the Local Government Act 1972 Section 137, applications for grants were invited and the following awards were made:

- Berks County FC – £500
- Bracknell & District Parkinsons' Branch – £500
- Ascot Day Centre - £1,000

All were agreed unanimously by show of hands.

Applications discussed but not awarded were:

- Youthline – councillors requested information to be provided on the number of children from our parish who use the service and also which schools in the area the organisation works in.
- COPS – the application hadn't demonstrated that the service benefits local residents.
- Ascot Shed – councillors requested information to be provided on how the organisation engages with the community, what its plans for expansion are and what it is doing to encourage membership, as well as how many of the 10 members live in the parish.

8510 UPDATED PARISH PLAN AND VISION STATEMENT

Cllr C Richardson presented a proposal to Update the Parish Plan & Vision. The current Parish Plan runs out at the end of 2023 and the suggestion was to engage a consultant to carry out the community research and assist with the production of an updated Plan and Vision. Research had been carried out; officers at Binfield Parish Council recommended Locality – a non-profit making organisation that specialise in working with local councils. The process would involve an inception meeting, following which Locality would carry out stakeholder interviews, both face to face and online. They would project manage the whole process, at the end of which they would produce a report with their recommendations based on the research and the parish council's brief. It was noted that the parish council has carried out the work in-house in the past and that it is very arduous. It was suggested and agreed that, as most of the projects that result from the Parish Plan will be CIL applicable, the cost of a consultant should be paid for using CIL funds.

The proposal that the Council supports the principle of engaging a consultant to carry out community research & engagement to assist with the production of an updated Parish Plan & Vision was agreed unanimously by show of hands.

8511 APPROVAL OF TERMS OF REFERENCE FOR CIL COMMITTEE AND APPOINTMENT OF COMMITTEE MEMBERS

The proposed Terms of Reference for the CIL Committee were discussed and two changes made:

- Section A, paragraph 2 – ‘RBMW’ to be changed to ‘RBWM’;
- Section B, bullet point 7 – the word ‘control’ to be changed to ‘manage’.

With the changes above, the document was agreed unanimously by show of hands.

Those who wished to serve on the committee were: Cllrs J Gripton, C Richardson, A Sharpe, R Tavoletti, M Turton, and R Wood. Councillors not present but who had expressed a wish to be on the committee were Cllrs L Davison West, B Hilton and C Roberts.

8512 APPROVAL OF REPRESENTATIVES TO WORKING GROUPS AND TO OUTSIDE BODIES

Councillors wishing to serve on working groups were:

- Walking & Cycling Working Group (joint with Sunningdale PC) – Cllrs Gripton, JC Richardson, D Sanders, R Tavoletti and M Turton.
- Street Fayre Working Group – Cllrs P Carter, C Roberts and A Sharpe.

Other councillors not present would be contacted to ask whether they wish to serve on this committee.

Representatives were appointed to outside bodies as follows:

- Cordes Hall Management Committee – Cllr B Story
- RBWM Rural Forum – Cllr B Story
- Parish Conference – Chair & Clerk
- Ascot Rejuvenation Stakeholder Group – Chairman & Vice-Chairman of Planning Committee
- Neighbourhood Action Group – Cllrs L Davison West and D Hilton, the clerk
- It was noted that Parish Council appointed trustees of the Sunninghill Trust are Wayne Phelan & Will Dalton; the clerk was asked to check when these appointments are due for renewal.

8513 SAFER STREETS CONSULTATION

Cllr C Richardson presented an update on the Safer Streets project, advising that the roads proposed for 20mph had been published and open to comments from the public for five weeks. There had been 30 responses with 90% of those in support of the proposals. The Working Group will now engage with the Highways Authority as agreed by full council in December 2022.

Cllr Richardson went on to give a background to the project, especially for the new councillors, and outlined the suggestions for specific roads and speeds proposed.

There being no further business the meeting closed at 9.00pm.

Cllr A Sharpe, Chairman